

PART A - FORWARD DIARY

Key to abbreviations:

CC	Council Chamber	Cab Off	Cabinet Office
CR1	Committee Room 1	CONF	Conference Room (1st floor)
CR2	Committee Room 2	CH OFF	Chairman of Council's Office
MR	Members' Room	TRRM	Training Room
TBD	To be decided	HEM	Hemnall Street
TBN	To be noted	нн	Offices. Homefield House
твс	To be confirmed	VM	Virtual Meeting
DPCC	Debden Park Community Centre	NWA	North Weald Air Field

Other venues are shown in full.

Week One: 11 May 2020 – 17 May 2020

Monday 11 May			
Tuesday 12 May	6.00pm	Executive Briefing	CR1
Wednesday 13 May		Area Planning Sub Committee West - Cancelled	
Thursday 14 May		Appointments Panel - Cancelled Local High Street Task and Finish Panel - Postponed	
Friday 15 May			
Saturday 16 May			
Sunday 17 May			

Week Two: 18 May 2020 - 24 May 2020

Monday 18 May			
Tuesday 19 May			
Wednesday 20 May			
Thursday 21 May	6.00pm 7.30pm	Executive Briefing Council	CR1 CC
Friday 22 May			
Saturday 23 May			
Sunday 24 May			

Week Three: 25 May 2020 – 31 May 2020

Monday 25 May			
Tuesday 26 May			
Wednesday 27 May	7.30pm	District Development Management Committee	СС
Thursday 28 May			
Friday 29 May			
Saturday 30 May			
Sunday 31 May			

Week Four: 1 June 2020 – 7 June 2020

Monday 1 June	7.00pm	Cabinet	NWA
Tuesday 2 June	10.00am 7.00pm	Licensing Sub-committee Epping Forest Youth Council	NWA CC
Wednesday 3 June	6.30pm 7.30pm	Briefing - Area Planning Sub Committee South Area Planning Sub Committee South	DPCC DPCC
Thursday 4 June	7.30pm	Overview & Scrutiny Committee	NWA
Friday 5 June			
Saturday 6 June			
Sunday 7 June			

PART B - ESSENTIAL INFORMATION

Committee Management System

The members' extranet facility for the Modern.Gov system is available at:

https://eppingforestextranet.moderngov.co.uk/extranet

Members may wish to save this link on their computer or mobile devices. Queries concerning login and password details for the extranet should be addressed to the <u>Democratic Services Manager</u>.

Constitution

The Council's Constitution is available at:

https://rds.eppingforestdc.gov.uk/ieListMeetings.aspx?CId=638&Info=1

Queries concerning the Constitution should be addressed to the <u>Democratic</u> <u>Services Manager</u>

ECC Highways Portal

Up to date details of all Highways work is available at:

https://www.essexhighways.org/Transport-and-Roads.aspx

PART C - GENERAL INFORMATION

1. ECC HIGHWAYS HIGHLIGHTS BULLETIN - APRIL 2020 (Pages 13 - 20)

Please see attached.

2. NORTH ESSEX PARKING PARTNERSHIP (NEPP) UPDATE

Please find below an update on the measures that the North Essex Parking Partnership (NEPP) is taking in relation to the ongoing emergency measures in place during the Coronavirus pandemic as it relates to on-street parking.

During the Emergency Measures:

For a time, from the beginning of the emergency measures, NEPP reduced its patrols and site maintenance to no more than a reactive service, due to the changed nature of parking taking place. We recognised early that the emergency measures would impact upon others working from, or remaining at, home – and relaxed a number of resident parking and other low-level parking restrictions at that time, whilst simultaneously adding three months to existing resident permits to avoid any issues with renewal. Whilst we have been concentrating on communicating these changes, and since the emergency measures were put in force, no Penalty Charge Notices (PCN) have been issued.

At the onset of the emergency measures, we gave four timescales: -

- 1. 15 April: to review our patrol and customer service operations;
- 2. 30 April: to review our patrol and maintenance operations;
- 3. **30 June**: to review the position with resident permits and season tickets;
- 4. **30 September**: to review the position with NHS free parking permits.

On 15 April we took the decision not to reintroduce any NEPP services, but to review details in time for the following week. In addition, with the reduced frequency of incoming calls, the public telephone lines began reduced hours. For parking near home, residents can continue to make use of the relaxed restrictions in resident parking zones and on single-hour single yellow line commuter restrictions.

The Current NEPP Operation:

On 27 April we re-introduced some patrols, to check usage and the most serious issues.

We are currently: -

- Conducting non-enforcement patrols to survey parking habits;
- Checking high-level routes for parking contraventions;
- Recommencing parking machine maintenance;
- Continuing new schemes and carrying out line maintenance as weather allows;
- Carrying out Parking Bay suspensions for emergency road works; and

• Operating a reduced customer service telephone service.

NEPP agreed to review again the measures on 30 April, so that the service would be prepared to react in light of any further government measures, or changes put in place. NEPP will change the service depending upon the outcome of government messages during the coming week, but at present our future plans are as follows: –

Forthcoming Operations

Weds 6 May – Thurs 7 May, and from Mon 11 May onwards:

We will be returning to parking patrols including the issue of PCNs to the highestlevel contraventions; but not patrolling residential and single hour single yellow line commuter restrictions. Accesses will need to be kept clear however and other yellow line and access contraventions may attract a PCN if safe to issue and serve notice or use a postal PCN where it is not safe to serve the notice directly.

The high, medium and low level controls are set out in the Parking Management Plans to show how patrols would be deployed across the North Essex Parking Partnership: (<u>link</u> to Parking Management Policy, see pp17-19).

Code	To issue
01	D/Y/L will issue if on highway or footpath
02	Loading ban
21	Parked in suspended bay
23	Wrong class of vehicle
25	Loading bay
26	Out of bay (on street) extreme
20	circumstances
27	Dropped kerb
40	Disabled bay
42	Police vehicles only
45	Taxi tank
46	Clearway
47	Bus stops
48	School gates – when school operating
99	Pedestrian crossing

List of contraventions in the high-level category:

Requests for on-demand patrols of the highest-level areas can be made through our normal enquiry number, 01206 282316 (currently open 1000-1400 Monday – Friday except bank holidays).

Residential Areas

We will be communicating by email to our MiPermit Resident Permit account holders to explain the current situation, and then again when it is clear how a gradual return to normal will be made. **We will not patrol the relaxed residential permit and**

single hour commute restrictions areas until after 22 May, at the earliest. The resident permit extension for existing permit holders continues until 30 June.

Future Reviews:

NEPP will review the services again on 18 May in order to plan for service delivery after Tuesday 26 May.

3. GRANT AID FUNDING

We have received an application for Grant Aid funding from the groups named below.

If you have any pertinent or relevant information on this application or their application for funding, please notify us via email at <u>grantaid@eppingforestdc.gov.uk</u>.

You must declare an interest if you are involved with the group in any way.

1. Name of Group/Applicant: St Mary and All Saints Lambourne

Nature of Application: The Church have applied for funding towards community activities to celebrate the Churches 900th anniversary.

2. Name of Group/Applicant: St Margarets Church – Stanford Rivers

Nature of Application: Repair work to the wall in the Churchyard

3. Name of Group/Applicant: Alfie James Productions

Nature of Application: Story Box theatre engagement piece for older people.

4. Name of Group/Applicant: Capoyoga

Nature of Application: Yoga sessions for carers in Epping

5. Name of Group/Applicant: WAY2000

Nature of Application: Counselling sessions for young people in Waltham Abbey

Please advise Carly Stratton of your comments within 7 days from the date this notice was sent.

(Further information: Carly Stratton ext 4289)

4. CHAIRMAN'S DIARY

None this week

LICENSING ACT 2003

Please see attached at Pages 21-26, details of a street trading application for Brooker Road, Waltham Abbey.

1. Appeals Lodged

EPF/1987/19 Land Adjacent to 26 Maypole Drive Chigwell IG7 6DE - Demolition of existing garages & erection of a single storey, shallow pitched roofed detached two person dwelling – Written reps – Ian Ansell 4481

EPF/2764/19 11 Key West Court Block B 120 High Road Chigwell Essex IG7 5AR - Proposed erection of an open sided car port over car parking spaces – Written reps – Ian Ansell ext. 4481

2. Forthcoming Planning Inquiries/Hearings -

Hearing – 8th and 9th July 2020 – EPF/3174/18 – Old Epping Laundry Site Bower Hill Epping CM16 7AD - Demolition of existing buildings and the erection of 58 no. residential units split between four blocks, along with internal landscaping and associated car and cycle – Sukhi Dhadwar ext. 4597

3. Enforcement Appeals

None this week

4. Appeal Decisions

None this week

5. Tree Preservation Orders

None this week

6. S106 Agreements

None this week

7. Changes to Planning Systems

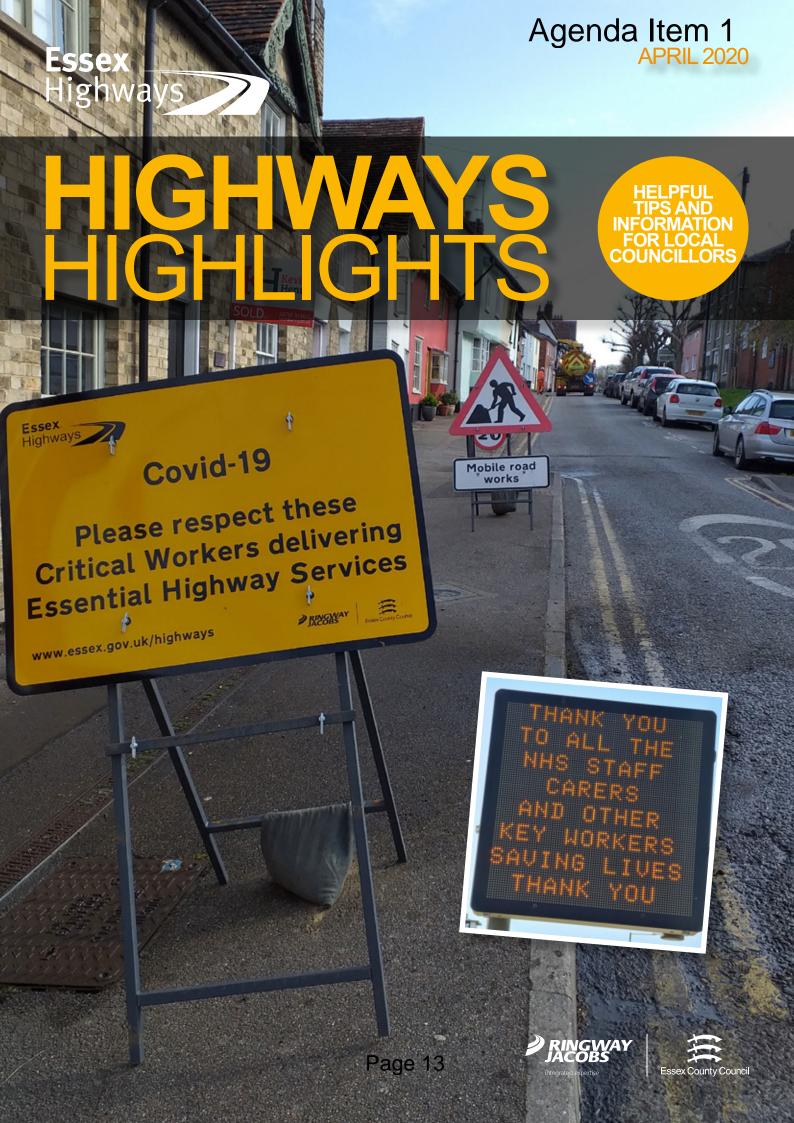
None this week

PORTFOLIO HOLDER DECISIONS

The notification of decisions taken by individual Portfolio Holders is no longer included in the Council Bulletin.

All members of the Council receive automatic email notification of the publication of each individual Portfolio Holder decision and the call-in period for each decision commences immediately. Members wishing to call-in a decision should complete the attached call-in form and return it to Democratic Services before the expiry of five working days following the publication date of the decision. Members should refer to the Constitution (Article 6 - Overview and Scrutiny) for the rules of call-in.

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COMMENT COUNCILLOR KEVIN BENTLEY

DEPUTY LEADER, ESSEX COUNTY COUNCIL AND CABINET MEMBER FOR INFRASTRUCTURE

This has been a difficult time for everyone and I am pleased that working with partners we have been able to mark our thanks to NHS staff and carers for the incredible work they are doing each day.

We've done this by using our roads as a canvass! I am also proud that many of our Highways teams have quite literally kept the show on the road and have managed to carry on with repairs while observing the social distancing rules.

Stay Safe, Kevin



Despite the continuing (as of 27 April) virus emergency, lockdown and social distancing, Essex Highways service is still working.

We continue to do priority repairs and to keep the roads safe, thanks to the dedication and flexibility of the Highways team, including our local supply chain partners and partner organisations.

Like every other workforce in the country, the need to social distance, the closing of offices and fewer workers while people self-isolate has meant short-notice changes to working practices. We also have made new demands of our equipment suppliers and we have to collaborate in different ways.

The roads are quieter – this helps, but it also causes some safety problems, as average vehicle speeds have increased.

Yet our essential work goes on, now often unseen by most of the public. Our inspectors are still patrolling our roads and assessing and prioritising the most serious defects for immediate repair. Our permitting teams continue to work with utility companies to ensure repairs get done so no-one is without essential services.

Our planners and engineering designers continue to work on short, medium and long-term plans for our roads and bridges, and we continue to inform the public about our activities.

And of course we still have many crews out on the network, fixing defects and making improvements to roads and footways.

Most of all, we remain on duty, 24 hours a day, to ensure the highways network remains open for key workers, emergency services and delivery of supplies across the county.

If you see a crew, please give them a smile and a friendly wave! Please read on to find out more about the nature of our work, even in these extraordinary and challenging days.

'IF YOU SEE A CREW, PLEASE GIVE THEM A SMILE AND A FRIENDLY WAVE!'



CONCRETE ANSWER?

NEW TECHNIQUE TO HELP REPAIR OUR CONCRETE ROADS

INNOVATION IN ACTION>



Essex has many miles of concrete roads, particularly on estates built decades ago. Concrete roads can last for many years, but eventually the slabs start to move and/ or crack and break. Replacing sections, or doing large concrete patches, is very expensive.

One solution used decades ago was to put a very thin layer of black 'micro-asphalt' on top. This made the roads smoother, quieter, and perhaps better-looking.

However when patches of micro-asphalt peel away it looks unattractive. And it's difficult to fix. It's a bit like trying to deal with the skin on a custard - you can't just put another layer on top as it would be very uneven; you can't patch it successfully as it won't stick and will come off later and, for substantial cracks, we need a stronger fix. So what to do?

A new technique has now been trialled, tested and approved for further use in Essex where it is suitable. It's called "Fine Milling" and is carried out by specialist company Roadtechs.

Firstly the remaining micro-asphalt and any uneven concrete surface is ground or "milled" off the top. Then any cracks, gaps or sunken areas are dug out and filled in with special new, slightly flexible aggregate, concretelike material, coloured to match the existing surface. The new surface is smoother, looks better and resists further cracking.

Now we have looked at the sites we trialled, we realise slightly different approaches are needed for certain situations, and we have chosen further sets of roads to use the technique on in the future.

To see more about it, watch Councillor Lesley Wagland, Deputy Cabinet Member for Highways, reporting on one of the first trials last Autumn.

ESSEX ROADWORKERS PAY ROAD-MARKING TRIBUTE TO #NHSHEROES

One of our Essex Highways supply chain sub-contractors, Henderson & Taylor Ltd, working on the A1061 Chelmer Valley Rd improvements in Chelmsford, have donated a temporary road-marking thanking the NHS for their front-line work battling coronavirus. Working close to the Springfield Ambulance Station, the gang were very aware of just how busy the ambulances have been, and the pressure all NHS staff and carers are under. The markings will disappear when the road is resurfaced, planned for later this year.





WINTER? IT WAS **ON A THURSDAY IN FEBRUARY** THIS YEAR...

But in fact gritters were out many times on frozen roads this winter. 9am on Thursday 27 Feb this year saw some snow laying on fields and windscreens in the south-west of Essex, but that was it for wintry weather this season for most of us.

This winter, a number of storms (remember Ciara and Dennis?) also brought down trees. However, the westerly storms generally kept temperatures above freezing on many roads.

We now have the weather station, forecast and ultra-local data to grit only known "cold routes", but the number of routes gritted this winter was still the equivalent of 49 runs on all county gritting routes and our gritters still laid over 14,000 tonnes of salt from our seven depots across Essex across the winter period, even through the period when the Covid19 virus has meant some staff were unavailable. Our winter service season finished on 19 April, slightly ahead of some neighbouring councils.

More than snow or ice, the main problem for roads this winter has been prolonged periods of rain. This overloaded drainage, causing standing water which penetrates road construction layers then later freezes and thaws, creating potholes.

We are currently re-planning our repair operations to still maximise the number of pothole repairs we can this year, despite the disruption caused by the virus emergency.

'MORE THAN SNOW AND ICE, THE MAIN **PROBLEM FOR ROADS** THIS WINTER HAS BEEN **PROLONGUED PERIODS OF RAIN'**



WINTER SERVICE AT A GLANCE

- 59 separate Essex gritting routes, each gritted by a separate hicle and driver
- Nine weather stations informing five Essex 'climate zones'

- Season start: 15,000 tonnes salt stockpiled One whole-county run uses 200 tonnes of salt We try to avoid gritting before or during rain, so salt does not wash
- Our gritting route network covers 40% of entire Essex road network, which roads take 70% of traffic just over 2,000 miles

Page 17



SPEED AWARENESS COURSES MOVE QUICKLY ONLINE

The Coronavirus emergency has had consequences for all walks of life, including SERP's (Safer Essex Roads Partnership) provision of NDORS (National Driver Offender Retraining Scheme) courses.

Our roads may be quieter than usual, but the risks have not vanished since the arrival of Coronavirus. In fact, data shows that while traffic volumes have decreased, the percentage of speeding vehicles has increased. So, how do we keep these courses going while obeying social distancing rules?

UKROEd, the governing body for the NDORS courses adapted the speed awareness course for online delivery. Essex was quick to respond with Sally Plail, Driver Improvement Manager, working closely with NDORS and CLARITY (a booking service provider) to become one of only two approved local authority providers, delivering its first online course on the 1 April – no joke!

Special thanks go to Rob Martin, SERP's Internal Monitor, for his helpful technical skills and to all the trainers for rising to the many challenges SERP faced whilst rolling out these online courses, including a number of connectivity and technical failures.

Thanks also need to be given to the amazing administration team who, in a rather short space of time, have:

- Answered over 4,500 emails and voicemail messages
- Organised 118 online courses in the first week and scheduled 442 for April
- Booked 2992 clients on online courses

 Completed year end finances and prepared new contracts for trainers Page 18 Although there are still many challenges to face, SERP are now licenced to deliver the Speed Awareness and motorway courses and are expecting to deliver the WDU (What's Driving Us') course in the next few days.

Clir Lesley Wagland, Deputy Cabinet Member for Infrastructure and Chair of the SERP Board said: "This is a fantastic achievement by the team, ably demonstrating its professionalism and determination to continue providing an important service to the people of Essex. That they put this in place so quickly is very impressive."

Nicola Foster, Chairman of SERP, said: "Congratulations to Sally and the team and for the SERP for once again leading the way in road safety."

Liz Burr, Head of Network and Safety/ Traffic Manager, said: "the team have really pulled together, risen to the challenge and found an innovative solution - well done to all involved."



WORKINGTO KEEP PUBLIC FOOTPATHS OPEN FOR RESPONSIBLE USE BY EVERYONE



PUBLIC RIGHTS OF WAY CORONAVIRUS: COVID-19

Please use your discretion and understanding when using public paths and respect others including property owners and farmers, especially those who may be self-isolating and shielding.



- not travel unnecessarily.
- You should only go outside all household.
- Keep at least 2 metres apart fro times.
- Take hygiene precautions when you soon as you are back indoors.
- Follow the Countryside Code. Leave litter home. Keep dogs on a lead or at h them or follow instructions on signs.
- Respect other people and protect the natural environ your actions can affect people's lives and livelihoods.

RINGWAY

Our Public Rights of Way (PRoW) Inspectors are working to keep everyone on the straight and narrow.

It's understandable, if you're a farmer with a public bridleway going past the yard, or if you live right next to a local footpath, to worry about people getting close to you given the current need for social distancing.

However, unless and until the law changes, a Public Right of Way is just that, a right.

In one or two places, land or property owners have tried

to discourage or prevent members of the public using a path, particularly now that more people are using them now to exercise.

Our PRoW Inspectors job, so far successful, is to make sure paths are kept open but with encouragement and advice (see the government advice poster) for everyone to use them responsibly.

We all need to do our practical best to social distance and we offer specialist advice from our PRoW Enforcement and Liaison Officer. Find out much more on our PRoW webpages. Page 19

POTHOLES, PAVEMENTS AND DRAINS FIXED IN THE MONTH...

Potholes fixed per district/city/borough in March are as listed below: When considering these numbers, remember that there are many more miles of road in Uttlesford than in Harlow, for example, and the balance of types of road (main, secondary, local) are different too, so a direct comparison is misleading.

Please note: these March figures were mostly achieved before the full effects of pandemic lockdown were felt. We have now completed the "risk-based" drain cleansing in both Braintree and Epping Forest districts, where we target known problem drains. April has seen the start of this risk-based work and general cleaning on local roads in Chelmsford and Colchester. We have also started cleaning all drains on the A127 from the M25 to Southend.

	DUNTY	LOCAL ROADS	PAVEMENT DEFECTS FIXED	DRAINS CLEARED
BASILDON	121	15	41	0
BRAINTREE	44	30	28	416
BRENTWOOD	34	18	11	0
CASTLE POINT	27	24	42	0
CHELMSFORD	32	41	66	4498
COLCHESTER	39	40	24	3467
EPPING FOREST	109	49	60	3063
HARLOW	54	20	5	0
MALDON	81	30	14	0
ROCHFORD	24	11	111	0
TENDRING	30	19	164	0
UTTLESFORD	27	31	13	0
TOTALS	622	328	579	11444



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	(MISCELLANE		OVERNMENT VISIONS) ACT 1982: P/	ART III	USPING FORT			
		SIGNATE	DR STREET TRADING D 'CONSENT' STREET enewal)	G	Neighbourhoods			
I	In accordance with Section 3 of the Local Government (Miscellaneous Provisions) Act 1982 MR Robert Worster (Please give full name):							
of:	11 LOUG		COURT NIN ESSEX		ost Code: EN9 3HT			
	reby apply for a Street T	rading Con	sent to sell: Hot	cription o	fgoods):			
	(Location): BROOK each week on: -	EK K	OHD WALT	1.1	RIDCI			
	Mondays	from	ban	to	2 30 PM			
>	Tuesdays	from	ban	to	2 30 PM			
	Wednesdays	from	6 an	to	2 30 PM			
	Thursdays	from	ban	to	2 30 PM			
	Fridays	from	6 ar	to	2 30 PM			
	Saturdays	from		to				
	Sundays	from		to				
1			TYPE of VEHICLE		SIZE			

I wish to trade from a stationary: (Delete as applicable):

TYPE of VEHICLE	SIZE
VAN	
CART	
BARROW	
OTHER	Trailer 12 X7

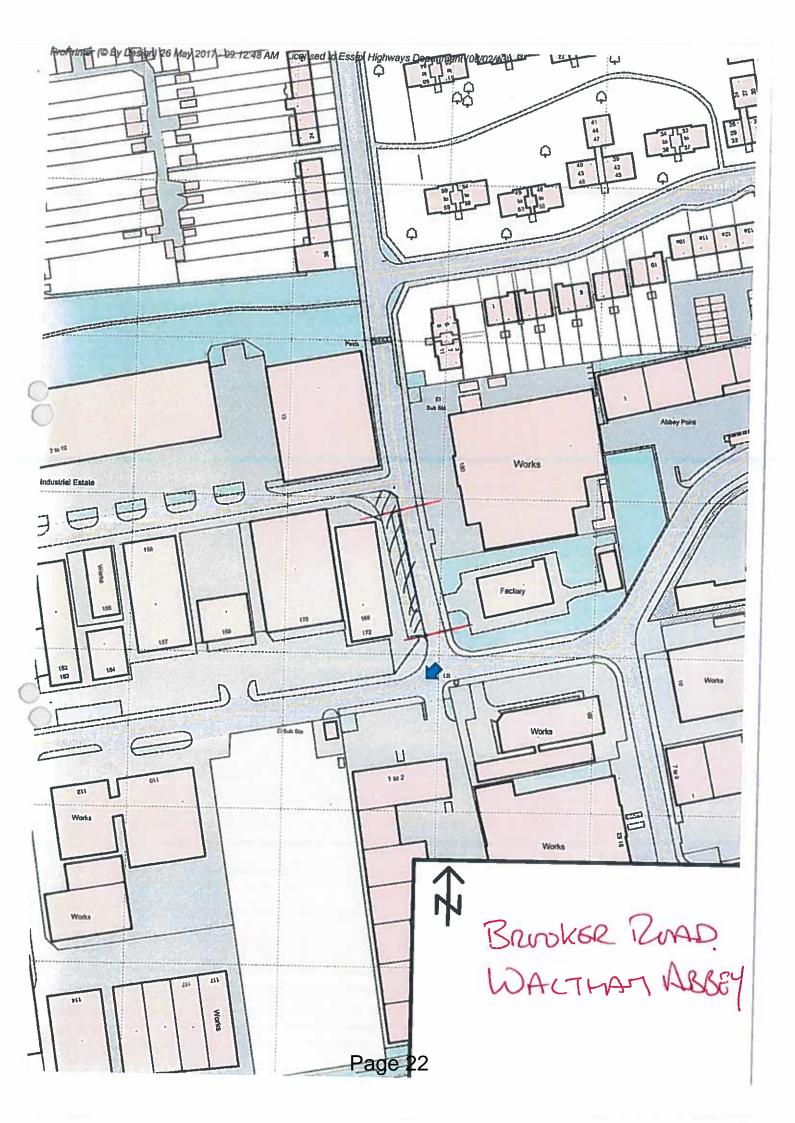
I am over the age of 17 years. I understand that the fee does not include any element in respect of the collection of refuse by the Council; therefore, I undertake to remove refuse and cleanse the street during and on completion of each day's trading and comply with all conditions attached to a Consent.

Date: 15/4/20

Agenda Annex

Signed: Date: 15/4/20 "The authority is under a duty to protect public funds it administers, and to this end may use information you have provided on this form for the prevention and detection of fraud. It may also share this, information with other bodies responsible for auditing or administering public funds for these purposes"

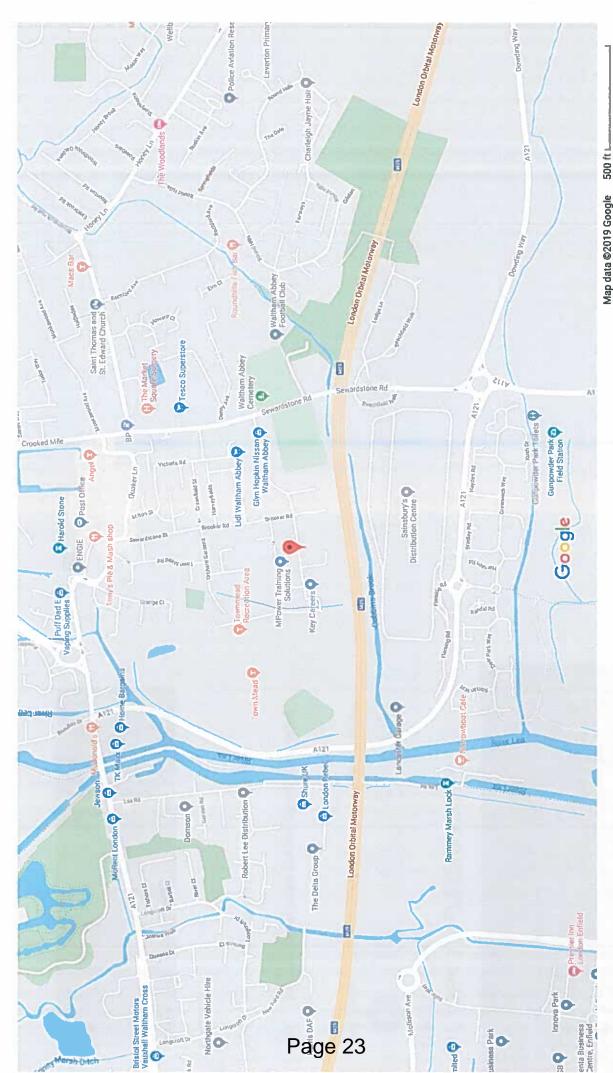
> Page 21 Renewal Form for Street Trading

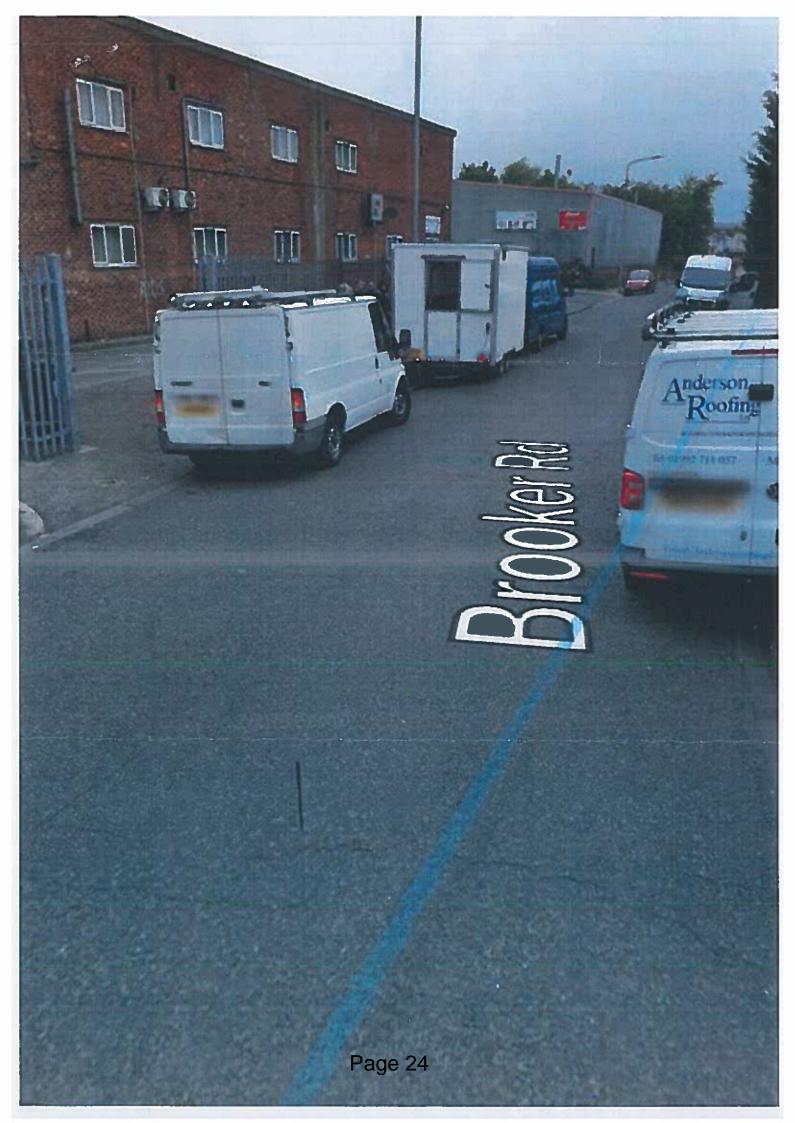


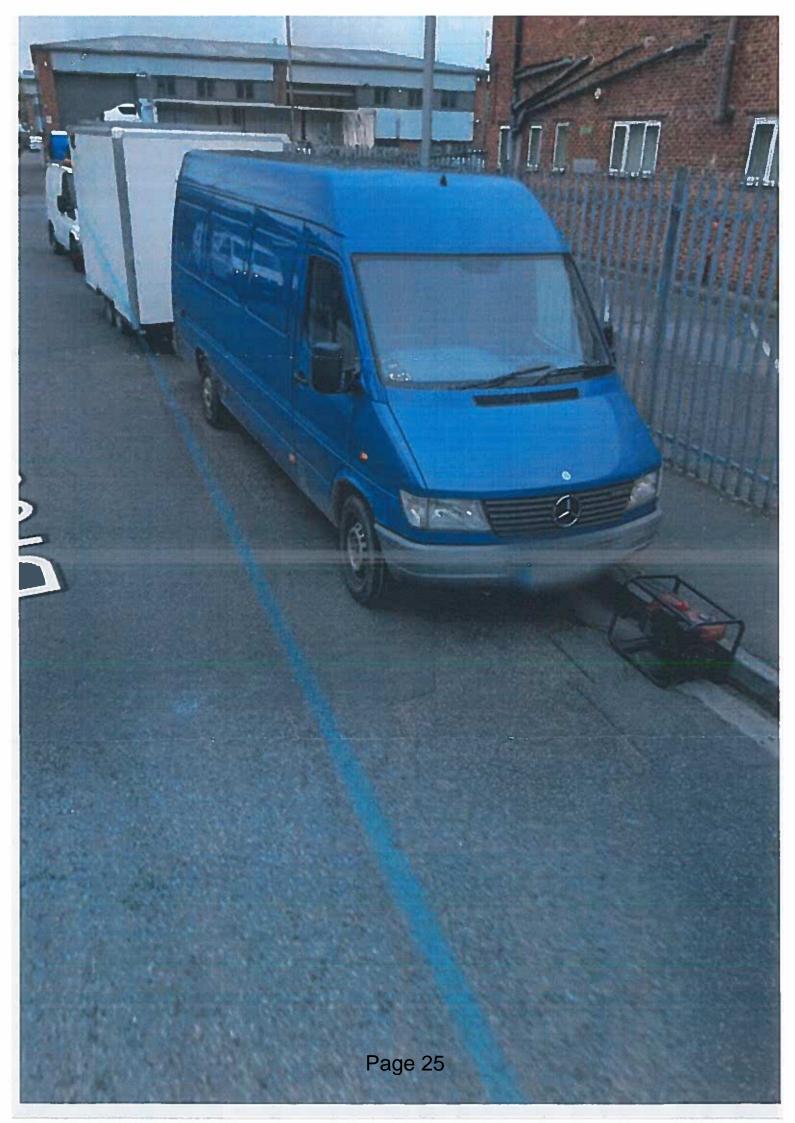
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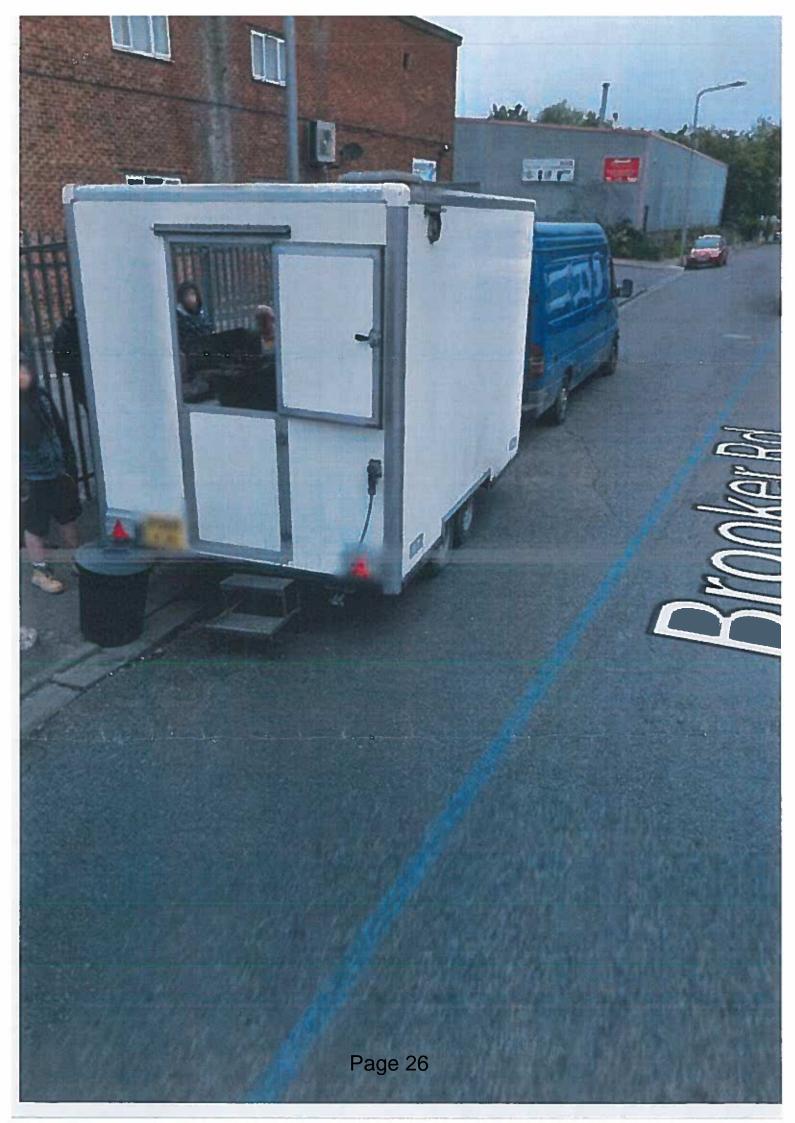
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Agenda Annex

EPPING FOREST DISTRICT COUNCIL

Notification of Call-In of Portfolio Holder Decision under Paragraphs 45-52 of Article 6 (Overview & Scrutiny) of the Constitution

This form must be signed and completed and the original returned to the Proper Officer in person no later than the fifth working day following the publication of the decision to be called-in

Decision to be called-in:	
Decision reference:	
Portfolio:	
Description of decision:	
Reason for call-in	

Members requesting call-in (3 members of the Overview and Scrutiny Committee or 5 other members)

Members Name:	Signed:	
Lead member:		
Office Use Only: Date Received:		

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